DEC 23 1954

MEMORANDUM FOR: Director of Security

SUBJECT:

John F. Herlihy

REFERENCE:

Memorandum for the Assistant Director for Personnel

from Chief,

Security Office, dated 4 November 1954

- 1. Referenced memorandum requests that subject case be reconsidered on the basis that the classification series in question does not lend itself to a one-grade promotion progression.
- 2. It should be noted that the Physical Security Assistants are considered to be in a trainee and sub-professional status until they obtain the required qualifying experience up through the grade GS-7 level. Similarly, certain types of work under the CPC wage scale may be considered as qualifying experience in a field of work ultimately leading into a professional field of endeavor. Until an individual obtains the necessary qualifying experience up through the clerical or sub-professional phase of work, his promotion progression has been established at one-grade intervals until he reaches the professional level. At the professional level, positions are normally allocated at two-grade progressions through grade GS-11.
- 3. Therefore, because of the above, the positions of Confidential Trash Supervisor, and Night Security Officer through GS-7 are correctly allocated at one-grade intervals and any deviation (i.e., two-grade promotions) could be accomplished only on the basis of an exception to
- 4. Since, according to Civil Service Regulation, the grade CPC-6 is equivalent to grade GS-4, a promotion from CPC-6 to GS-7 would constitute a three-grade advance. While I do not consider that sufficient justification exists to warrant promotion to grade GS-7, I believe that a promotion to grade GS-6 (a two-grade advance) is an approvable exception to the promotion regulation in subject case.

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narrison G. Reynolds

Assistant Director for Personnel

APPROVED FOR RELEASE DATE: 19-Jul-2011

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